COURSE SYLLABUS

# Tableau Level I

Learn the art of data visualization in this Tableau course for beginners. No need for prior experience with data or analysis. By the end of this course, you'll be able to craft compelling stories by importing, computing, and manipulating data to create powerful data visualizations.

Group classes (NYC) and onsite training are available for this course. For more information, email corporate@nobledesktop.com or visit: https://www.careercenters.com/courses/beginner-tableau-training



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## Course Outline

### Understanding Data

- What is data
- Where to find data
- Foundations for building Data Visualizations

### Creating Your First visualization

- Getting started with Tableau Software
- Using Data file formats
- Connecting your Data to Tableau
- Creating basic charts (line, bar charts, Treemaps)
- Using the Show me panel

### Tableau Calculations

- Overview of SUM, AVG, and Aggregate features
- Creating custom calculations and fields
- Applying new data calculations to your visualization

### Formatting Visualizations

- Formatting Tools and Menus
- Formatting specific parts of the view
- Editing and Formatting Axes

### Manipulating Data in Tableau

- Cleaning up the data with the Data Interpreter
- Structuring your data
- Sorting and filtering Tableau data
- Pivoting Tableau data

### Advanced Visualization Tools

- Using Filters
- Using the Detail panel
- Using the Size panels
- Customizing filters
- Using and Customizing tooltips
- Formatting your data with colors

### Creating Dashboards & Stories

- Using Storytelling
- Creating your first dashboard and Story
- Design for different displays
- Adding interactivity to your Dashboard

### Distributing & Publishing Your Visualization

- Tableau file types
- Publishing to Tableau Online
- Sharing your visualization
- Printing and exporting